



## EXECUTIVE ORDER NO. 88 – 2020

### AN EXECUTIVE ORDER OPERATIONALIZING IN THE CITY OF CALAPAN PROCLAMATION NO. 922 BY THE PRESIDENT OF THE PHILIPPINES DECLARING A STATE OF PUBLIC HEALTH EMERGENCY THROUGHOUT THE PHILIPPINES AND PROVIDING GUIDELINES THEREFOR

**WHEREAS**, the Department of Health has confirmed the local transmission of Corona Virus Disease (COVID-19) in the Philippines and its outbreak constitutes an emergency that threatens national security;

**WHEREAS**, President Rodrigo Roa Duterte declared the Philippines under a State of Public Health Emergency in order to facilitate the implementation of relevant provisions of RA No. 11332 otherwise known as "An Act Providing Policies and Prescribing Procedures on Surveillance and Response to Notifiable Diseases, Epidemics, and Health Events of Public Health Concern, and Appropriating Funds Therefor, Repealing for the Purpose Act No. 3573, Otherwise Known as the "Law on Reporting of Communicable Diseases", to address CoViD-19 threat, including but not limited to mandatory reporting, intensify government response and measures and enforced quarantine and disease control prevention measures;

**WHEREAS**, Sec. 2 of Presidential Proclamation No. 922 enjoins Local Government Units to render full assistance and cooperation and mobilize the necessary resources to undertake critical, urgent and appropriate response and measures in a timely manner and curtail and eliminate the CoViD-19 threat;

**WHEREAS**, Sec. 4 of Presidential Proclamation No. 922 urges all citizens, residents, tourists and establishment owners to act within the bounds of the law and to comply with the lawful directives and advisories to be issued by appropriate government agencies to prevent further transmission of CoViD-19 and ensure the safety and well-being of all;

**WHEREAS**, the City Government of Calapan deems it necessary to operationalize Presidential Proclamation No. 922 in the City of Calapan to prevent of lives, establish measures to contain or prevent the spread of CoViD-19, mitigate its effects and impact to the community and prevent serious disruption of the functioning of the government and the community.

**NOW, THEREFORE, I, ARNAN C. PANALIGAN**, by virtue of the powers vested in me as **CITY MAYOR** under Article III, Section 8 (b) (3) of Republic Act 8475, the Charter of the City of Calapan and Section 455 (b)(2)(iii), Article One, Chapter 3, Title Two, Book III of Republic Act 7160, the Local Government Code of 1991, do hereby promulgate this Executive Order as follows:

**SECTION 1. General Public Health Prevention Measures.** The following are the general guidelines provided under DOH Department Memorandum Nos. 2020-0034, 2020-0056 and 2020-0059 requiring any person, whether healthy or sick and who is confirmed to have, or being evaluated for CoViD-19 infection, at home, in all workplace and communities, to perform the below listed measures to prevent its spread and transmission; to wit:

- 1. Social Distancing Measure**
  - a. Whenever possible, keep a distance of at least 3 feet or 1 meter away from other people to reduce the possibility of person-to-person transmission. This distance should be observed even as to healthy persons without symptoms
  - b. Stay at home except to get medical care. Restrict activities outside home, except for getting medical care. Do not go to work, school, or public areas, and do not use public transportation. Separate from other people and stay in a different room from other people in the home. Also, use a separate bathroom, if available.
  - c. Call ahead before visiting the doctor. Before any medical appointment, call the healthcare provider and tell them that the person have, or are being evaluated for CoViD-19 infection. This will help the healthcare provider's office take steps to keep other people from getting infected.
  - d. Postpone or cancel all mass gathering until further advice by the DOH.
- 2. Practice personal protection and cleanliness and proper hygiene.**
  - a. **Respiratory Etiquette.**
    - i. If sick, wear a facemask when in the same room with other people, caring for the sick, with persons with respiratory infections/symptoms and when visiting a healthcare provider. People in good health do NOT need to use a face mask.
    - ii. Cover mouth and nose with a tissue when coughing or sneezing, or cough or sneeze into sleeve. Throw used tissues in a lined trash can, and immediately wash hands with soap and water for at least 20 seconds.
  - b. **Hand Hygiene.**
    - i. Wash hands often and thoroughly with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer containing at least 60% ethanol or isopropyl if soap and water are not available and if hands are not visibly dirty.
    - ii. Avoid touching eyes, nose, and mouth with unwashed hands.
  - c. **Environmental Measures.**
    - i. Place all used disposable gloves, gowns, mask and other contaminated items in a lined container before disposing them with other household waste. Wash hands immediately after handling these items.
    - ii. Clean all frequently touched surfaces such as counters, tabletops, doorknobs, bathroom fixtures, toilets, phones, keyboards, tablets, and bedside tables, every day. Clean any surface that may have blood, body fluids and/or secretions or excretions on them.
    - iii. Maintain environment clean, especially common-use areas and those with touch points such as elevators, railings, staircase, light switches and the likes.
    - iv. Make dispenser with alcohol-based hand-rub sanitizers available in public areas.
  - d. Avoid sharing household items. Do not share dishes, drinking glasses, cups, eating utensils, towels, bedding, or other items with other people in home. After using these items, wash them thoroughly with soap and water.
3. As a general precaution, anyone visiting live animal markets, wet markets or animal product markets should practice general hygiene measures, including regular hand washing with soap and potable water after touching animals and animal products, avoiding touching eyes, nose or mouth with hands, and avoiding contact with sick animals or spoiled animal products. Any contact with other animals possibly living in the market (e.g., stray cats and dogs, rodents, birds, bats) should be strictly avoided. Attention should also be taken to avoid contact with potentially contaminated animal waste or fluids on the soil or structures of shops and market facilities
4. **Food Safety Measure.** The consumption of raw or undercooked animal products should be avoided. Raw meat, milk or animal organs should be handled with care, to avoid cross contamination with uncooked foods, as per good food safety practices.

5. Monitoring. If the person is getting sicker, call the medical provider and tell them that the person has, or is being evaluated for CoViD-19 infection. Any individual who would exhibit symptoms consistent with the CoViD-19 infection and has history of travel to affected areas or close contact with a patient under investigation for or with confirmed case of CoViD-19 must immediately notify the Barangay Health Emergency Response Team (BHERT) for proper intervention.
6. Refrain from sharing unverified reports and/or false news to avoid undue stress and worry due to misinformation

## SECTION 2. Public Health Prevention Measures for Schools and Higher Education

**Institutions.** All students and staff of schools and Higher Education Institutions are encouraged to perform all precautionary and safety measures provided in Section 1 of this Order. Everyone is encouraged to act pursuant to DOH Department Memorandum Nos. 2020-0055 to effectively manage and address the threats of CoViD-19, to wit:

1. Encourage respiratory etiquette among students and staff.
2. Encourage hand hygiene among students and staff
  - a. Encourage hand hygiene among students and staff by using soap and water or use an alcohol-based hand sanitizer containing at least 60% ethanol or isopropyl if soap and water are not available.
  - b. Include hand washing time in students schedule
  - c. Provide adequate supplies, including clean and functional hand washing stations, soap, paper towels, alcohol based hand sanitizer and dispensers.
3. Encourage students and staff to keep their hands away from their nose, mouth and eyes.
4. Perform routine surface cleaning and disinfecting especially surfaces that are touched often using general cleaning products.
5. Encourage students and staff to avoid contact with animals and avoid consumption of raw or uncooked animal products.
6. Perform temperature scanning of all students, staff and visitors and screen for fever and/or cough, and travel history.
7. Advise learners, parents and staff to stay home when sick. Those who would manifest symptoms consistent with the CoViD-19 infection and has history of travel to affected areas or close contact with a patient under investigation for or with confirmed case of CoViD-19 must immediately notify the Barangay Health Emergency Response Team (BHERT) for proper intervention.
8. Depending on the required level of response, administrators shall coordinate with the higher level school authority, local government unit and public health officials for the conduct of joint risk assessment prior implementing a temporary suspension of classes and activities. Resumption of classes and activities will follow the same procedure.

All issuances of the Department of Education consistent with this Order shall be deemed adopted.

### SECTION 3. Public Health Prevention Measures for Response in a Workplace

Pursuant to DOH Department Memorandum Nos. 2020-0043 and 2020-0056, all workplaces and business establishments, to effectively manage and address the threats of CoViD-19, must observe the following in addition to those enumerated in Section 1 of this Order, to wit:

- i. All hotels, inns, lodging houses, resorts, restaurants and all other similar facilities such as events centers are strongly encouraged to postpone non-essential mass gathering until the Public Health Emergency is lifted or withdrawn and allow their clients to reschedule or rebook events without additional charges and penalties.

- ii. Observe and maintain proper sanitation of all general facilities of the establishment. All are mandated to strictly comply with the Sanitation Code, particularly those provisions relating to proper food handling.
- iii. Practice frequent disinfection of all surfaces, particularly door handles, handrails, light switches, taps, fixtures, toilet and other surfaces that are frequently touched.
- iv. Maintain proper personal hygiene and protection among staff of the establishment.
- v. Make dispenser with alcohol-based hand-rub sanitizers available in public areas.
- vi. For rooms and linen decontamination:
  - a) Ensure prompt action to clean rooms after each use of guest/s
  - b) If possible, open external windows or adjust the mechanical Ventilation and Air Conditioning System to improve indoor ventilation.
  - c) Handle used linen and other washable items as little as possible to minimal agitation to prevent contamination of the handler or environment. Soak linen and other washable items in a 1 to 10 diluted household bleach solution for 15 minutes.
  - d) If the room was used by a suspected CoViD-19 case, place all washable items in a separate disposal bag and wash separately, laundered in hot water (70-80 C) cycle between uses.
  - e) Use disposable gloves and mask when handling soiled linen and dispose to appropriate designated bin.
- vii. Screening and Management of Symptomatic
  - a) Screen all guests entering for fever and/or cough, and travel history.
  - b) Screen existing guest, well or sick, for fever and/or cough, and travel history.
  - c) Create a holding area for symptomatic guests with travel history from countries with confirmed cases of CoViD-19 prior to transport to hospital.
  - d) Provide each guest with a certification detailing his/her current health status.

2. For all other establishments:

- i. Observe and maintain proper sanitation of all general facilities of the establishment. This includes banks, hospitals, places of worship, terminals, malls, theaters, airport, ports, civil courts, fitness gyms, recreational centers, funeral parlors, internet cafes, bars, coffee and tea shops, markets and all other places that people frequently gather.
- ii. Practice frequent disinfection of all surfaces, particularly door handles, handrails, light switches, taps, fixtures, and other surfaces that are frequently touched.
- iii. Maintain proper personal hygiene and protection among staff of the establishment.
- iv. Make dispenser with alcohol-based hand-rub sanitizers available in public areas.
- v. Perform temperature scanning of all customers entering the establishment and screen for fever and/or cough, and travel history.

3. Closure of offices and business establishments:

- i. Closure of government/private offices and /or business establishments and other workplaces is NOT recommended as an option to contain CoViD-19 in the workplace. Declaration of such should await joint assessment by the DOH, DOLE and CSC.

- ii. Contingency or work continuity plans such as docking, skeletal force, etc should be activated to ensure non-disruption of work operation.

4. For government offices and National Government Agencies

- i. All employees are discouraged to receive private visitors. All are advised to limit your transactions to official business only to minimize unnecessary person-to-person contact.
- ii. Employees with foreign travel for leisure and vacation to places with confirmed cases of CoViD-19 are advised to postpone or cancel their trips until such Public Health Emergency is lifted or withdrawn.
- iii. Lakbay Aral visits to Calapan City Government Offices are hereby postponed until after such Public Health Emergency is lifted or withdrawn.
- iv. The Department of Trade and Industry (DTI) is encouraged to perform its mandate of ensuring that price freeze is implemented and those guilty of profiteering is reported for cancellation of business permit.

**SECTION 4. – Notification, Referral and Reporting.**

1. Any individual, who exhibits symptoms consistent with the CoViD-19 and has history of travel to affected areas or had close contact with a caregiver of a patient under investigation for or with a confirmed case of CoViD-19, must immediately notify the BHERT.
2. If the individual resides in a subdivision, he/she must likewise inform the Homeowners Association or Administration Office, which in turn must notify the BHERT.
3. For business establishments and other workplaces, the Occupational Safety and Health Officer of the workplace or organization shall report (a) symptomatic (b) asymptomatic with history of travel to affected areas or (c) asymptomatic with history of exposure or close contact with a caregiver of a patient under investigation for or with a confirmed case of CoViD-19, to report and must immediately notify the BHERT.
4. The BHERT officer shall report the event of a possible case of CoViD-19 to the City Health Officer (CHO) for verification and initial investigation. The CHO shall then report to the Regional Epidemiology Surveillance Unit (RESU) of the DOH.

**SECTION 5. – Joint Monitoring and Inspection Team (JMIT) and City Government of Calapan Infection Control Committee (CGC ICC).** The JMIT must immediately notify business establishments and report their compliance to this Order. The CGC ICC must convene immediately to implement the provisions of this Order.

**SECTION 6. – Effectivity.** This Order shall take effect upon its approval.

DONE IN THE CITY OF CALAPAN THIS 10<sup>th</sup> DAY OF MARCH IN THE YEAR OF OUR LORD TWO THOUSAND AND TWENTY.

  
**ARNAN C. PANALIGAN**  
*City Mayor*

Attested:

  
**ATTY. ADEL C. ABAS**  
*City Administrator*